



County of Door
DEPARTMENT OF SOCIAL SERVICES

County Government Center
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Social Services Committee Meeting
April 14, 2009

1. Call to Order: Chair Mark Moeller called the April 14, 2009 meeting of the Social Services Committee to order at 1:30 p.m. Committee members present were, Nancy Bemmann, Ben Meyer, and Charles Brann. County staff present were Roger Tepe, Bev Knutson, Doreen Weyenberg, Joanne Ator, and Kay Englebert. Committee member(s) excused from the meeting: Joel Gunnlaugsson.

2. Approve Agenda: Motion by Charles Brann, second by Ben Meyer to approve the agenda as posted. Motion carried. It is noted that Agenda Item number six (6) will be skipped as there are no Budget Transfers for 2008 Year End Close-out.

3. Public Participation: There was no public participation.

4. Review and Approve Minutes of Social Services Committee Meeting. Motion by Ben Meyer, second by Charles Brann to approve the minutes of the March 10, 2009 meeting of the Social Services Committee. Motion carried.

5. Review and Approve Vouchers to be paid in April, 2009. Upon review and discussion, motion by Mark Moeller, second by Ben Meyer to approve the vouchers as submitted and detailed below:

Social Services

Total Social Services expenditures submitted for approval	\$ 188,109.00
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Senior Resource Center

Total Senior Resource Center expenditures submitted for approval	<u>\$ 14,556.77</u>
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Total Expenditures for approval

	<u>\$ 202,665.77</u>
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The motion carried unanimously.

6. Action: Budget Transfers for 2008 Year End Close-out. Skipped, no action taken

7. Action: Preliminary approval of 2010 budget items. Roger Tepe presented the Committee members with the preliminary 2010 budget items for approval. The first item of discussion was the Capital Improvements Plan Outlay. Within this plan is the construction of a new and larger Senior Resource Center, space for the Aging and Disability Resource Center, and the Public Health Department. In the original plan, the square footage of the building was at 15,000 square feet. After calculating the actual space needed, 15,000 square feet is needed for the Senior Resource Center and 4,500 square feet for the Public Health Department. This adjusted the price per square foot to \$160.00 from \$150.00.

Committee member, Ben Meyer had two concerns, the first being the cost of remediation versus acquiring a different piece of property. Roger and other committee members stated that the site (the old Highway Department) has been in the remediation phase. Roger also indicated that this area is familiar and easily accessible for senior citizens. The second concern was efficiency of the building. Mr. Meyer did some research and suggested that the committee think about pursuing LEED Certification for this project. LEED Certification would be an estimated additional 3% cost investment. It was mentioned that operating a more energy efficient structure would save on operating costs in the future and we should also keep our options open for other grants / funding as well. Ben Meyer moved to approve the preliminary outlay recommendation presented by the Department of Social Services for the Capital Improvement Plan for the Senior Resource Center and to increase the plan by 3% overall in order to try to achieve LEED Certification. Mark Moeller seconded the motion, the motion carried unanimously. Roger Tepe will place a cover note on the face sheet making reference to consider LEED Certification.

There are no items being requested for the 2010 budget for Non – CIP Capital Outlay and Non – Capital Outlay. No action was taken.

Roger Tepe presented the Vehicle Replacement Fund budget for both the Department of Social Services and the Senior Resource Center to the Committee. The Department of Social Services vehicle is set to be replaced in 2010. Instead of trading in the current vehicle (2006 Grand Caravan) and using funds already set aside; the Maintenance Department will be purchasing the 2006 Grand Caravan for the trade in value. Those funds plus what is available will be used to purchase a new vehicle. Ben Meyer moved to approve the preliminary outlay recommendation presented by the Department of Social Services for Vehicle Replacement Funds for the Social Services van; and Vehicle Replacement Funds for Senior Resource Center bus and return these recommendations to the Finance Department to be considered as part of the 2010 budget process. Nancy Bermann seconded the motion, the motion carried unanimously.

8. Information: Social Services portion of 2008 Door County Annual Report – attachment. Roger Tepe provided a copy of the 2008 Annual Report that was given to the County Administrator, Michael Serpe, to the Committee.

The committee took no action.

9. Recurring Reports, Informational Only.

ADRC/Family Care: Roger Tepe, Mark Moeller, and Joe Krebsbach (Director of Community Programs) attended a meeting on April 13th. The next step in the process is a planning budget in the range of \$250 - \$300,000.00. The State has unspent funds from the 2007-2009 Biennium from the Northern Bridges group, and will make those funds available. Roger also reported to the committee that Forest and Florence counties will likely be added to our group. April 27th is the next scheduled meeting and Board development will be discussed. An attorney will also be present at that meeting; and there will be a discussion about whether each county has one vote versus multiple votes on the governing committee.

The Committee took a short break at 2:29 p.m. due to Roger Tepe being called out for an emergency phone call.

The meeting resumed at 2:37p.m.

Roger updated the Committee on the progress of the 5311 Funding program since the March meeting. The American Red Cross approved the contract in the amount of \$30,000.00. A curriculum for Drug and Alcohol Testing was drafted, the policy for Drug and Alcohol Testing was finalized and training was taking place. Contracts for the American Red Cross and Sunshine

House were sent out for signatures. Testing was set up with the lab at Aurora Health Care with Door County Memorial Hospital as the back up lab. The 5311 Funding program will bring in \$133,000.00 of new monies for the transportation program. This will be split between the Senior Resource Center, American Red Cross, and the Sunshine House.

The committee took no action.

10. Supervisor's Reports, Program Units, Informational Only.

Adult Services. Bev Knutson received a memo stating that more funds under the stimulus package were available for Nutrition Programs and we will be notified of our allocation at a later date. May is National Older American's Month and the next issue of the Sr. newsletter will be focused on that topic. A quilt honoring Jackie Izyk, the first coordinator of the Hospice Program in Door County, is being displayed at the Senior Resource Center. The original organization is now known as the Neighbor-to-Neighbor Volunteer Caregivers and they carefully stitched the quilt. They are dedicated to continuing Jackie's legacy and providing many services to the community. The AARP volunteers have completed another year of assisting with tax preparation. We are very thankful for the efforts of these volunteers. The Senior Resource Center is anticipating the 2009 allocation to arrive for the Farmers Market Nutrition Program which runs from May 1st to October 31st. The purpose of the program is to provide fresh fruits and vegetable to Seniors to improve their diets. Last year, coupons of \$25.00 were distributed to 121 households.

It will be three (3) years in May since the Senior Resource Center has merged with the Department of Social Services. Currently, by-laws are being drafted, with the consult of the Corporation Counsel's office, for the Nutrition Advisory Counsel which is required to advise the Nutrition Director. Three new members will be added to the original committee: Gina Newton, Dietician, Jenny Spude, Nutrition Consultant from UW-Extension Office and a senior citizen from the community. The fitness room at the Senior Resource Center is being heavily used, and there is a waiting line for the equipment! A bid is pending to move the false wall back into part of the dining area to make the exercise room larger.

Bev pointed out to the Committee that in the Annual Report for the Adult Unit, elders at risk went up 65% or 40 additional reports from 2007-2008. One social worker from the Adult Unit is the lead worker on these cases along with joint efforts from various county departments.

Child and Family Services. Dori Weyenberg updated the Committee on the number of children placed in various homes and/or facilities. Joann Ator had received hand made quilts from Shepherd of the Bay Lutheran Church to be given out to children entering foster care. A Committee member asked Dori about the transitioning of students out of the Challenge Program. The transition went well; and at least one school district was able to expand the program to reach other students who would not normally meet the requirements of the Challenge Program.

Economic Support. There will be enough W-2 Program monies to carry the program thru the 2009 year. Joanne Ator also reported that more people are applying for the program. The week of April 20th is Economic Support week; and the caseworkers will be recognized for all of their hard work. The Job Center has been very busy as well as the Economic Support staff as the requests for services keep increasing. The number of March intakes increased 32% over March of 2008. In June, the State will be rolling out a new insurance program, Badger Care+ Core Plan – Health Care For Adults With No Dependent Children, with coverage starting in July 1st. This insurance program does not have the same coverage as the other insurance programs provided by the State and there are stricter guidelines in order to be eligible. Individuals can apply online or call toll free to the State.

Support Services. Kay Englebert informed the Committee that 2008 was coming to an end and by April 30th all reports are due. An estimated amount of \$198,000.00 would be going back to the General Fund. Kay indicated there could be potential changes in 2010 in the accounting and reporting procedures.

The committee took no action on informational items presented.

11. Information: Director's Report. Roger Tepe informed the Committee that he attended the Joint Finance Committee Public Hearing on April 1st. In 2 1/4 minutes time, he presented a two page summary to the Joint Finance Committee on the need to restore the proposed budget cuts in order to keep programs running, especially now with the state of economy. The cut backs from the State are partially related to Federal cut backs, the state of the economy and investments. Roger indicated that with a 3% levy cap and the proposed budget cuts, we would still be in a deficit. Taking that into account, the 400 line items in the budget will be carefully looked at and the funds that are available will be appropriately placed into those line items. If changes occur in the budget, those changes will be brought to the Committee. There has been a rather large turnover of Directors recently in the Northeast region, which has left Roger concerned. He did indicate that he was approached by Brown County for their Director position; but he did decline the offer. Roger updated the Committee on a recent article in the Door County Advocate about the Town of Brussels putting up a Senior Resource Center. Keller Construction approached the town board and indicated that there were funds available for building if they used it partially for a Senior Resource Center. Roger discussed this with the town chairman, George Delveaux. Putting it simply, the town can not build a Senior Resource Center, but perhaps in the future there may be a possibility of a meal site being in the Town of Brussels. Roger asked the Committee if they were aware of any organization or committee changes being made as it was on the agenda for the County Board meeting. The committee was not aware of any changes taking place.

12. Set Next Meeting Date: The committee set its next monthly meeting for 1:30 p.m., May 19, 2009 at the Government Center. The room location is yet to be determined. The first budget public hearing would be conducted at this same meeting.

13. Adjournment: Motion by Nancy Bemmann, second by Ben Meyer to adjourn the meeting at 3:38 p.m. Motion carried.

Respectfully Submitted,

Christine Coulthurst
Recording Secretary

APPROVED BY:  _____